

AGENDA

Village of Bailey's Prairie
Regular Meeting of the Board of Aldermen
July 19, 2018
6:30 pm

Notice is hereby given that the Village of Bailey's Prairie Board of Aldermen will meet on Thursday, July 19, 2018, at 6:30 pm, at Village Hall, 1680 Jimmy Phillips Blvd., Angleton, Texas, within the limits of the Village of Bailey's Prairie.

At said meeting the Council will discuss, consider and / or take action on any and all of the following matters.

1. Call to order.
2. Public Comments
Citizens who desire to address the Board of Aldermen on any matter may register to do so prior to this meeting and speak during this item. Please state your name and address for the record, and limit your comments to three minutes. Also, please understand that while the Board appreciates hearing your comments, State law (Texas Gov't Code §551.042) prohibits them from: (1)engaging in discussion other than providing a statement of specific factual information or reciting existing City policy, and (2) taking action other than directing the matter be placed on a future agenda.
3. Discussion of Drainage Project
 - a. David Linder, Ryan Cade
4. Discussion of Angleton EMS and Fire
 - a. David Linder
5. Discussion and approval for further action be taken on Mr. Bennett property located at Country Road and White Oak – Randy Stroud, David Linder
6. Village update – Tammy Mutina
7. Approval of the minutes of the Budge Workshop held on July 11, 2018
8. Approval of the minutes of the regular meeting of June 21, 2018
9. Discussion and approval for amending the budget by moving \$1,000.00 from Legal and Professional to Village Hall for payment of the new AC and installation
10. Discussion and approval of Accounts Payable for July 2018.
11. Discussion and approval of Financial Reports ending May 30, 2018 and June 30, 2018.
12. Emergency Management update – Will Blackstock
13. Discussion and approval for Website Officer
14. Update on Business Cards
15. Update on BBQ for Jo Mapel

- 16. Discussion and approval of Budget Workshop #2 date
- 17. Adjourn

The City Council for the Village of Bailey’s Prairie reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney). 551.072 (Deliberations regarding Real Property). 551.073 (Deliberations regarding Gifts and Donations). 551.074 (Personal Matters). 551.076 (Deliberations regarding Security Devices) and 551.087 (Deliberations regarding Economic Development Negotiations).

I, DONNA DUES, Village Secretary of Bailey’s Prairie, Texas, do certify that the above Notice of Meeting of the above named Board of Aldermen, is a true and correct copy of said notice, and that I posted a true and correct copy of said Notice on the bulletin board at the Village Hall door of Bailey’s Prairie, Texas, at a place readily accessible to the general public at all times on the ____ day of _____, 2018, and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

Dated this the ____ day of _____, 2018

DONNA DUES, Secretary, Village of Bailey’s Prairie, Texas

By _____
DONNA DUES, Village Secretary

Minutes

Village of Bailey's Prairie
Regular Meeting of the Board of Aldermen
July 19, 2018
6:30 pm

The Village of Bailey's Prairie Board of Aldermen conducted its regular board meeting Thursday, July 19, 2018 at 6:30 pm, at Village Hall, 1680 Jimmy Phillips Blvd., Angleton, Texas, within the limits of the Village of Bailey's Prairie.

The following persons were in attendance:

Tammy Mutina, Mayor
Cheryl McBeth, Mayor Pro Tem
Michelle Powless, Alderman
Dorothy Wilbeck, Alderman
Rayland Wagner, Alderman

Absent:

Oscar Greak, Alderman
Randy Stroud - Floodplain Administrator
Will Blackstock – Emergency Manager

A quorum was present and the meeting was called to order at 6:32 pm by Mayor Mutina.

Public Comments:

Dorothy Wilbeck, Alderman expressed a concern about tall grass and several black trash bags - address unknown from a citizen by the name of Jape.

Discussion of Drainage Project:

The discussion regarding some of the problems with the drainage project area referred to as "No Man's Land" will required more research to offer recommendations to created a action plan.

Discussion of Angleton EMS and Fire:

The recommendation is to not to change the monies paid to Angleton EMS and Fire to cover the emergency call for the village.

Discussion and approval for further action be taken on the property of Mr. Bennett located at Country Road and White Oak:

A motion was made by Michelle Powless, Alderman and seconded by Rayland Wagner, Alderman to have this matter turned over to the village attorney, all in favor – motion passed.

Village Update:

See attachment – Mayor's update for June – July.

Approval of minutes:

A motion was made to approve the minutes for the July 11, 2018 Budget Workshop with the following corrections – remove the amount of \$100,000.00 from the tax rate, change the correct amount of \$5,000.00 to Debt Service by Michelle Powless, Alderman, seconded by - Cheryl McBeth, Mayor Pro Tem -all in favor - motion passed.

Approval of minutes:

A motion was made to approve the minutes for the regular meeting of June 21, 2018 by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Discussion and approval for amending the budget by moving \$1,000.00 from Legal and Professional to Village Hall for payment of the new AC and installation:

A motion was made to approve to amend the budget by moving \$1,000.00 from Legal and Professional to Village Hall for payment of the new AC and installation by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Approval of account payable:

A motion to approve Accounts Payable for July 2018 was made by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Approval of financial report:

A motion to approve the financial reports ending May 30, 2018 and June 30, 2018 was made by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

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Emergency Management update:

No updates at this time.

Discussion and approval for Website Officer:

A motion to approve Michelle Powless, Alderman as the Website Office was made by Cheryl McBeth, Mayor Pro Tem, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Update on Business Cards:

Mayor Mutina will choose a design and place the order for the board members.

Update on BBQ for Jo Mapel:

Cheryl McBeth, Mayor Pro Tem will work on the specific details of the BBQ and provide her recommendations at the next regular meeting to the board members..

Discussion and approval of Budget Workshop No.2 date:

Wednesday, July 25, 2018 at 6:30pm is the set date for Budget Workshop No. 2 – all approved.

Adjourn:

8:32pm Motion made by Cheryl McBeth, Mayor Pro Tem, seconded by Michelle Powless, Alderman

Reports:

ANNOUNCEMENTS:

Tammy Mutina, Mayor

ATTEST:

Donna Dues, Village Secretary

VILLAGE OF BAILEY'S PRAIRIE
ACCOUNTS PAYABLE-June-July 2018

Check #	Payable to	DESCRIPTION	Amount
	Randy Stroud	Retainer	\$ 500.00
	Donna Dues	Payroll	\$ 200.00
1627	George Prince	Lawn care	\$ 100.00
	Laurence Boyd	Retainer	\$ 250.00
	Jo Maple	Go-Daddy payment	\$ 102.21
	Bob Mutina	new AC	\$ 799.00
	Ray Wagner	AC hookup expenses	\$ 24.59
ACH	Direct Energy		\$ 466.83
ACH	Verizon		\$ 25.08
	TOTAL		\$ 2,467.71

ACCOUNTS INCOME

Item	From	DESCRIPTION	Amount
Check	Ro'vin Garrett	Tax Collection	\$ 53.66
Check	CC TM PA LLC	Franchise Fee	\$ 375.00
Check	Southwestern Bell	Right-of-way	
ACH	Brazoria County Tax Office	Tax Collection	\$ 321.06
ACH	Brazoria County Tax Office	Tax Collection	\$ 78.03
ACH	Texas Comptrollers	Sales Tax	\$ 713.78
ACH	Brazoria County Tax Office	Tax Collection	\$ 195.34
ACH	Brazoria County Tax Office	Tax Collection	\$ 254.25
ACH	Brazoria County Tax Office	Tax Collection	\$ 148.03
	TOTAL		\$ 2,139.15

VILLAGE OF BAILEY'S PRAIRIE

Fiscal Year 2017-2018

October 1, 2017 -September 30, 2018

INCOME				
	BUDGET	June	Y-T-D	% of Budget
Building Permits	\$ 2,350.00		\$ 898.81	38%
Franchise Fees / Tower Fees	\$ 19,000.00	\$ 375.00	\$ 17,368.41	91%
Property Tax--Current	\$ 33,660.00	\$ 1,050.37	\$ 32,786.33	97%
Property Tax--Penalty & Interest			\$ 157.43	
Property Tax--Delinquent			\$ 254.30	
Sales Tax	\$ 11,000.00	\$ 713.78	\$ 9,468.04	86%
Cash Reserve	14,372.00		\$ 36.25	0%
Misc Income (Refund from BCAD)			\$ 41.96	
TOTAL INCOME	\$ 80,382.00	\$ 2,139.15	\$61,011.53	76%
DISBURSEMENTS				
	BUDGET	June	Y-T-D	% of Budget
Audit	\$ 5,000.00		\$5,000.00	100%
Building Permits (payment to FP Administrator)	\$ 2,350.00		\$1,098.79	47%
Dues and Subscriptions	\$ 800.00		\$812.91	102%
Election Expense	\$ 1,500.00		\$500.00	33%
Emergency Services-EMS	\$ 10,000.00		\$10,000.00	100%
Emergency Services-Fire	\$ 10,000.00		\$10,000.00	100%
Disaster Response	\$ 1,000.00			0%
Floodplain Administrator/Code Officer	\$ 6,000.00	\$ 500.00	\$ 4,500.00	75%
Insurance	\$ 2,000.00		\$ 2,000.76	100%
Large Trash Pickup-Citywide				0%
Legal and Professional	\$ 8,000.00	\$ 250.00	\$ 5,254.60	66%
Maintenance				0%
Prairie Park	\$ 2,500.00	\$ 100.00	\$ 930.00	37%
Village Hall	\$ 500.00	\$ 823.59	\$ 823.59	165%
Road and outfall ditches	\$ 500.00			0%
Office and Operational Expenses	\$ 5,000.00	\$ 102.21	\$ 1,326.19	27%
Village Administrator	\$ 2,000.00			0%
Village Secretary	\$ 3,600.00	\$ 200.00	\$ 1,800.00	50%
Bookkeeping & Tax reports	\$ 660.00			0%
Emergency Manager				
Public Notices	\$ 700.00		\$ 91.20	13%
Tax-Payroll	\$ 1,600.00		\$ 214.76	13%
Tax-Property: Cost of Collection				
Brazoria County Appraisal District	\$ 400.00		\$ 226.00	57%
Brazoria County Tax Office	\$ 400.00		\$ 158.97	40%
Utilities and Telephone	\$ 6,000.00	\$ 491.91	\$ 3,985.29	66%
Tower lease overpayment refund				
Sub-Total Disbursements	\$ 70,510.00		\$48,723.06	69%
Debt Service				
Brazoria County	\$ 9,872.00		\$ 9,871.31	100%
TOTAL EXPENDITURES	\$ 80,382.00	\$ 2,467.71	\$58,594.37	73%

Beginning Bank Balance April 1, 2018	\$ 21,246.63
Ending Bank Balance April 30, 2018	\$ 23,474.24

Mayor's update for June - July:

	Date	Issue	Action
1	6-25-18	Phone call with David Linder with an update on drainage project south of BP	Invited Linder to attend July meeting to share update with Board and community
2	6-26-18	Took Signature card information to FNBLJ to get new signers on account	Bank needs copy of TDL and SSN to add all new signers Sent email to all Aldermen requesting the information - Pending
3	6-27-18	Attended meeting with Reps from the offices of: County Commissioners, City of Lake Jackson, Drainage District, County Engineer, District Attys. Regarding RR expansion and drainage along Old Clute Road	None for BP – information only
4	6-27-18	Meeting with David Linder and Matt Hanks, County Engineer and Mary with County Dist. Atty to discuss ground buildup at the corner of Country Road and White Oak	Letter will be drafted by Larry Boyd on behalf of County for a possible suit if drainage is not returned and ground leveled to original elevation.
5	6-28-18	Ray Wagner called about the traffic hazard entering Hwy 35 (east bound) from Pecan Estates	Contacted TX-Dot
6	6-28-18	Jo Maple's CC was charged for annual Go-Daddy domain fee	Reimburse Jo and set up Pay Pal account for future payments
7	6-28-18	Local vendors of AC units were out of stock and would not get any more until next year	AC unit was ordered on line and installed by Bob Mutina
8	7-2-18	More trash has been dumped outside of Sally Lake	Unknown who dumped trash No action at this time
9	7-2-18	Received a letter from Direct Energy in the mail about termination of a street light	Called DE All street lights are being moved to TXNM accounts
10	7-9-18	WEBECO training	Emergency Web training
11	7-10-18	New AC was installed	
12	7-11-18	Interested buyer in commercial buld. 35/521. Asked to replace the mobile home onsite with new one.	As long as it will be used for business purposes - OK
13	7-11-18	Budget Workshop	Everyone was made aware of each line item. Agreed to meet again.
14	7-17-18	Emergency Response monthly meeting	Steve Rosa, County EM laid out the highlights of the position of EM as Mayor as well as what is expected from Aldermens, Secretary and EM

Minutes

Village of Bailey's Prairie
Budget Workshop of the Board of Aldermen
July 25, 2018
6:30pm

The Village of Bailey's Prairie Board of Aldermen conducted a second budget workshop on Wednesday, July 25, 2018 at 6:30 pm, at Village Hall, 1680 Jimmy Phillips Blvd., Angleton, Texas, within the limits of the Village of Bailey's Prairie.

The following persons were in attendance:

Tammy Mutina, Mayor
Cheryl McBeth, Mayor Pro Tem
Oscar Greak, Aldermen
Michelle Powless, Aldermen
Rayland Wagner, Aldermen
Dorothy Wilbeck, Aldermen

A quorum was present and the meeting was called to order at 6:36pm by Mayor Mutina.

Public Comments:

No public comments or concerns were presented to the board.

Review proposed income::

No changes

Review proposed Disbursements:

No changes

Final Budget:

See proposed 2018-2019 budget attachment.

Adjourn:

7:47pm

Reports:

ANNOUNCEMENTS:

Tammy Mutina, Mayor

ATTEST:

Donna Dues, Village Secretary